

The Westfield-Washington Township Advisory Plan Commission met at 7:08 p.m. on Monday, January 24, 2005 at Westfield Town Hall. Members present were Brad Grabow, Bob Horkay, Ginny Kelleher, Jim Peyton, Bill Sanders, Bob Smith, Carolyn Stevenson, and Ron Thomas. Also present were Kevin Buchheit, Jodi Dickey, Kevin Todd, Tom Higgins, and Attorney Brian Zaiger.

Zaiger swore in Peyton and Thomas as the two new Advisory Plan Commission members.

Election of Officers:

Sanders nominated Thomas as new Advisory Plan Commission President.

Horkay seconded, and the motion passed unanimously.

Stevenson nominated Horkay as Vice President of the Advisory Plan Commission.

Sanders seconded, and the motion passed unanimously.

Appointment of Plan Commission member to the Board of Zoning Appeals:

Thomas nominated Sanders.

Jim Peyton nominated Brad Grabow.

Grabow declined the nomination.

Horkay seconded Thomas' nomination of Sanders, and the motion carried by voice vote.

Appointment of Standards Committee Chairman:

Thomas appointed Grabow as Chairman and reappointed Smith, Sanders, and Joe Plankis as members of the Standards Committee.

Thomas announced the need to replace Steve Riley with another citizen, and encouraged those interested to apply to Kevin Buchheit.

Thomas stated the fourth appointment would be tabled at this time.

Appointment of Comprehensive Plan Committee Chairman:

Thomas appointed Kelleher as Chair and reappointed Peyton, Stevenson, and Gloria Del Greco as continuing members and himself as a new member of the Committee.

Approval of Resolution 05-01: Thomas read the Resolution.

Thomas introduced members of the new Westfield-Washington Comprehensive Plan Amendment Steering Committee.

Kelleher moved to approve Resolution 05-01 (establishing the Westfield-Washington Comprehensive Plan Amendment Steering Committee).

Grabow seconded, and the motion passed unanimously.

Appointment of Advisory Plan Commission member to the Westfield-Washington Comprehensive Plan Amendment Steering Committee:

Thomas nominated Horkay.

Stevenson seconded, and the motion passed unanimously by voice vote.

Kelleher moved to approve the **December 16, 2004** minutes as presented.

Smith seconded, and the minutes were adopted into the public record (6-0-2, Grabow and Thomas).

Dickey reviewed the Public Hearing Rules and Procedures.

OLD BUSINESS

0410-DP-36 & 17913 County Line Road. Development and Site Plan review, Countyline Pet
0410-SIT-28 Lodge, 9,184 square feet on 4 acres, zoned AG-SF1, by B & W Rental, LLC.

Mr. Bill Effinger, Petitioner, requested this item be continued to the March, 2005 Advisory Plan Commission meeting stating he did not meet the deadline for the BZA meeting in January; therefore, he will go before the BZA in February and will then be prepared to come before the Commission in March.

Smith moved to approve the continuance.

Kelleher seconded, and the motion carried by voice vote.

0405-PUD-03 **191st Street & Tomlinson Road.** Sycamore PUD, 386 units on 136 acres, by
Bingham McHale.

Horkay stated there was quite a bit of dialog regarding the layout and density, and the Committee requested additional materials for the February Committee meeting.

NEW BUSINESS:

0410-PUD-08 **3500 Block of SR 32, ~650 ft. east of Carey Road.** Rezone of 10.8 acres from
GB-PD to PUD, by Flynn & Zinkan & Barker Holdings LLC.

Mr. Robert Barker, Flynn & Zinkin and Barker Holdings, presented the details of the project and clarified some staff questions regarding lighting standards, green space calculation of 15.9%, additional landscaping, extending the sidewalk, and adding picnic tables.

Barker stated that although staff requested extending the sidewalk on the eastern boundary of the property further north in order to promote leisure activities, they are reluctant to extend the sidewalk due to concerns on liability issues and being so close to the retention pond.

However, Barker stated they would be pleased to put a couple of picnic tables in that area for the use of the public or employees of the shopping center.

Grabow questioned the out lots containing more than one business and whether this was a contradiction of our zoning ordinance.

Barker responded that what they are seeking is the ability to have a multi-tenant, free-standing retail building which the petitioner would own.

Barker responded yes they would.

Barker responded though this has been a bit of a gray area, the petitioner hopes they have put a defined set of standards that are objective and would lend themselves to being monitored at the staff level.

Horkay stated the cart corals were not discussed in Committee.

Grabow asked if Barker could commit to there being no advertising on the cart corals.

Barker responded yes, as long as they owned them.

Barker responded this was acceptable.

Kelleher stated that the verbiage concerning the developer having authority to supercede Public Works standards and specifications should be deleted.

Barker responded this was acceptable.

Kelleher moved to send 0410-PUD-08 with a positive recommendation to the Town Council for February as amended.

Horkay seconded, and the motion passed unanimously.

0411-ZOA-13 **WC 16.04.030** Review of proposed standards of new SF-A Zoning District

Higgins stated that the new SF-A standards would be ready for presentation at the February meeting.

<p>0501-DP-01 & 0501-SIT-01</p>	<p>17309 Westfield Park Road. Development Plan and Site Plan Review of Westfield Door and Frame expansion, 4,810 square feet on 3 acres, zoned EI, by Westfield Door and Frame.</p>
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Mr. Brian Cross, Civil and Environmental Consultants, representing Westfield Door and Frame, presented details of the project which is to expand the facility. He also discussed two waiver requests regarding building materials and site access. Cross stated that the petitioner wished to continue with the same building materials currently being used.

Kelleher confirmed that this is an industrial park and that staff suggested considering adding the condition that the property owner shall install or have installed the asphalt pedestrian pathway along Westfield Park Road should the town bring

sidewalks into the development in the future.

Cross responded that this is acceptable as long as it is across the frontage of the property owned by Westfield Door and Frame and along the east side of Westfield Park Road. Cross also stated that the Monon trail expansion is the eastern boundary of their property so the likelihood of pedestrian access will occur along that trail corridor.

Smith moved to approve the site access waiver with the condition that the petitioner will install the asphalt pedestrian pathway on their property within the right of way contingent upon the town asking that the entire business park put sidewalks in as well.

Horkay seconded, and the motion passed by voice vote.

Thomas discussed the second waiver request on building materials, stating the petitioner does not conform to the standards set forth on percentage of brick or masonry material, but wishes to continue with the current building materials.

Kelleher moved to approve the building materials waiver.

Smith seconded, and the motion passed by voice vote.

A Public Hearing opened at 8:20 p.m.

No one spoke, and the Public Hearing closed at 8:21 p.m.

Kelleher moved to approve 0501-DP-01 with the two waiver requests and the following conditions:

1. That the property owner install or cause the installation of an eight-foot asphalt pedestrian pathway along Westfield Park Road, should the Town opt to bring sidewalks into the development in the future;
2. That the petitioner complies with any requirements from the Westfield Public Works Department;
3. That the petitioner complies with any requirements from the Hamilton County Surveyor's Office;
4. That the petitioner complies with any requirements from the Hamilton County Soil and Water Conservation District;
- and,
5. That these conditions be fulfilled prior to receiving a building permit.

Horkay seconded, and the motion passed unanimously.

Kelleher moved to approve 0501-SIT-01 with the following condition:

That the petitioner complies with any conditions as a part of 0501-DP-01.

Horkay seconded, and the motion passed unanimously.

0501-DP-02 & 0501-SIT-02	17030 Westfield Park Drive. Development Plan and Site Plan Review of Metric Seals building expansion, 19,200 square feet on 2.1 acres, zoned EI, by Metric Seals.
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Thomas recused himself due to the fact that the business he has part ownership in occasionally does business with the petitioner. He left the room at 8:25 p.m.

Horkay presided.

Mr. Scott Eiker, Design & Build Corporation, presented the details of the project and the two waiver requests regarding site access and building materials, stating the petitioner wishes to continue with the current building materials.

Sanders moved to approve the site access waiver with the condition that the property owner install or cause the installation of an eight-foot asphalt pedestrian pathway along Westfield Park Road, should the Town opt to bring sidewalks into the development in the future.

Smith seconded, and the motion passed by voice vote.

Smith moved to approve the building materials waiver.

Sanders seconded, and the motion passed by voice vote.

A Public Hearing opened at 8:26 p.m.

No one spoke, and the Public Hearing closed at 8:27 p.m.

Kelleher questioned the number of access doors on the building in the case of emergency.

Eiker confirmed they were within the state fire requirements.

Smith moved to approve 0501-DP-02 with the two waivers and the following conditions:

1. That the property owner install or cause the installation of an eight-foot asphalt pedestrian pathway along Westfield Park Road, should the Town opt to bring sidewalks into the development in the future;
2. That the petitioner complies with any requirements from the Westfield Public Works Department;
3. That the petitioner complies with any requirements from the Hamilton County Surveyor's Office;
4. That the petitioner complies with any requirements from the Hamilton County Soil and Water Conservation District; and,
5. That these conditions be fulfilled prior to receiving a building permit.

Sanders seconded, and the motion passed unanimously.

Kelleher moved to approved 0501-SIT-02 with the following condition:

That the petitioner complies with any conditions as a part of 0501-DP-02.

Stevenson seconded, and the motion passed unanimously.

Thomas returned to the room at 8:31 p.m.

0501-DP-03 & 3703 East State Road 32. Development Plan and Site Plan Review of Wendy's
0501-SIT-03 Old Fashion Hamburger Restaurant, 3,100 square feet on 1.15 acres, zoned PUD,
by Wendy's.

Mr. Mark Thorpe, Schneider Corporation, introduced Mr. Jim Evans, Cedar Enterprises, and presented details of the project. Thorpe stated there were some staff concerns about the lighting and that these issues were resolved and they are in compliance with the lighting standards at this time.

Horkay asked whether the freezer unit was completely enclosed or if it was partially in view and what the color was.

Thorpe confirmed it will be enclosed and the color matches the rest of the building.

A Public Hearing opened at 8:46 p.m.

No one spoke, and the Public Hearing closed at 8:47 p.m.

Thomas questioned the inconsistency of the drawings of the stub road going east from the entrance.

Thorpe responded since the entrance is at the southwest corner, it seemed logical to end the stub road there. Since it is being put in by the developer, Thorpe assumes that is as far as the developer is going to go; however, he does not see a problem with making that a condition if that's a concern.

Thomas would rather not see the stub road for fear that semis will park there overnight.

Todd stated they would let the developer know of this concern.

Grabow asked about the design of the dumpster gates.

Thorpe stated the gates in the front of the dumpster would be much like a wood privacy fence.

Thomas asked where the HVAC would be located.

Evans stated it would be roof mounted with parapet walls.

Kelleher moved to approve 0501-DP-03 with the following conditions:

1. That the petitioner complies with any requirements from the Westfield Public Works Department;
2. That the petitioner complies with any requirements from the Hamilton County Surveyor's Office;
3. That the petitioner complies with any requirements from the Hamilton County Soil and Water Conservation District;
4. That the petitioner submit a revised lighting plan showing compliant wall fixtures and compliant foot-candle measurements at the property line;
5. That the petitioner submit a revised plan showing building mechanical equipment locations and compliant screening; and,
6. That these conditions be fulfilled prior to receiving a building permit.

Horkay seconded, and the motion passed unanimously.

Kelleher moved to approve 0501-SIT-03 with the following condition:

That the petitioner complies with any conditions as a part of 0501-DP-03.

Horkay seconded, and the motion passed unanimously.

DISCUSSION ITEMS

Definition of Cement Fiber Board:

Higgins stated this definition was originally brought forth due to questions regarding a brand name called "Hardi Plank." He stated that the Standards Committee has been able to develop a definition of what this product is, which is not a masonry product, but a siding product. Higgins stated since this item was not advertised, it will be on the agenda in February in order to have a Public Hearing.

Amendment to By Laws:

Buchheit introduced the proposal of an Ethics section to the Plan Commission By Laws stating the verbiage is from the American Planning Association website, but could certainly be modified if desired. He also stated there was no need to act on this item at this time.

Thomas said it should be tabled until next month to give members a chance to review and open for discussion. He stated his concern about this being a By Law because the BZA and Town Council also are part of the zoning process. He stated that what might be better is to have any and all members, whether it be Advisory Plan Commission, Town Council, BZA, but also the utilities and any TAC members who are involved with zoning, sign this committing they will follow these principles.

Kelleher agreed there is more than the Advisory Plan Commission involved in planning. She suggested not putting it in the By Laws of the Advisory Plan Commission because the By Laws are called Rules of Procedure and does not believe this fits, stating maybe the Town Attorney needs to swear people in when they come onto the Commission with this verbiage.

Kelleher raised an additional concern about the Rules and Procedures, under the Committees section, stating, in the past there have been four people on each committee; however, it states under the Committees section that standing committees shall be appointed for one year and shall consist of less than five Advisory Plan Commission members. She further stated that under each separate committee it says under membership that they shall consist of five voting members, three of whom shall be Advisory Plan Commission members and, if appointed, the remaining two voting members will be citizen members. She feels it should be changed to four members rather than three.

Buchheit stated the sections are not actually in conflict since three is less than five; however, we can review this and prepare something for review for next month. He asked the Commission if they want to retain the two citizen members per committee or drop to one for a total of five members.

Kelleher stated she sees no reason to change the number of citizen members.

COMMITTEE REPORTS

Grabow stated Standards Committee will be discussing the vinyl ordinance and SF-A, which will be on the Plan Commission agenda for February.

DIRECTOR'S REPORT

Buchheit passed out four signature sheets from the December meeting that were not passed out for signature.

Buchheit reminded members about the meeting being held on Monday, January 31 at 7:00 p.m. at Oak Trace Elementary School to kick off the Comprehensive Plan Process where the Steering Committee established tonight will be presented to the public.

Buchheit reminded members of the meeting on February 7 regarding the Fiscal Presentation by Krohn Associates.

Buchheit stated each member will be receiving a clean copy of the Zoning Ordinance and current Comprehensive Plan.

The meeting adjourned at 9:10 p.m.

President

Secretary